North Central Regional Transit District

Board Meeting

Friday, February 6, 2009

1. CALL TO ORDER:

A regular monthly meeting of the North Central Regional Transit District Board was called to order on the above date at approximately 9:46 a.m. by Chairman Alfred Herrera at the Los Alamos National Bank in Santa Fe, New Mexico

a. PLEDGE OF ALLEGIANCE

b. MOMENT OF SILENCE

c. ROLL CALL

Roll call indicated the presence of a quorum as follows:

Members Present:

City of Española	Councilor Alfred Herrera, Chairman
Rio Arriba County	Commissioner Elias Coríz and Mr. Tomás Campos
Santa Fe County	Commissioner Harry Montoya and Mr. Jack Kolkmeyer

City of Santa Fe	Councilor Rosemary Romero and Mr. Jon Bulthuis
Los Alamos County	Councilor Robert Gibson and Mr. Anthony Mortillaro
	Councilor Michael Wismer [arriving later]
Tesuque Pueblo	Mr. Larry Samuel
Santa Clara	Ms. Mary Lou Quintana and Councilor Edwin Tafoya
San Ildefonso	Mr. Raymond Martínez
Ohkay Owingeh	Mr. Robert Lieb
Pojoaque Pueblo	Mr. Tim Vigil [arriving later]

Members Excused

None

Staff Members Present

Ms. Josette Lucero, Executive Director

Ms. Linda Trujillo, Regional Coordinator not here

Mr. Jack Valencia, Transit Project Manager

Mr. Ivan Guillen, Assistant Regional Coordinator

Ms. Cynthia Altheyab, Executive Assistant

Mr. Mark Basham, NCRTD Legal Counsel

Ms. Marjorie Kaplan, Financial Director

Others Present

Ms. Mary Helen Follingstad, Santa Fe RPA

Mr. Andrew Jandáček, Santa Fe County

Mr. Mike Kelly, Santa Fe Trails

Mr. David Harris, NMDOT

Mr. Chris Moquino, Administrator, San Ildefonso Pueblo

d. INTRODUCTIONS

All who were present introduced themselves to the group.

e. APPROVAL OF AGENDA

Chairman Herrera requested that items 2a and 2b be moved down after 2k.

Commissioner Coríz moved to approve the agenda as amended. Mr. Samuel seconded the motion and it passed by unanimous voice vote.

f. APPROVAL OF DECEMBER 19, 2008 BOARD MEETING MINUTES

Mr. Basham requested the following corrections to the minutes:

On page 3 under 3a - The caption had a typo: “Regioonal” should be “Regional.”

One page 4, middle of the page: “Mr. Basham said it was not time sensitive.”

Ms. Trujillo requested one change to the minutes:

On page 7, The auditor was Lazaro and Noel.

Mr. Mortillaro moved and it was seconded by Councilor Romero to approve the minutes of December as amended. The motion passed by unanimous voice vote.

g.

h. PUBLIC COMMENTS REGARDING TRANSPORTATION ITEMS OR ISSUES

Councilor Romero said the County and City of Santa Fe did a press release on their transportation plan announcing public meetings on it.

Mr. Bulthuis said there would be five public meetings to gather public input on how the City and County were dividing their responsibilities. The meetings on February 16 and 17 were more city centric. And the series in March was for greater Santa Fe area. The meetings would be at Santa Fe Community College and one would be at Cuyumunge. Ms. Follingstad was the staff person leading this project and Mr. Jandáček was assisting. He passed around the announcement.

Commissioner Montoya said the plan for the County would also involve the pueblos and they would be sitting with them at the table.

Councilor Tafoya said they were working on their plan for Santa Clara Pueblo and then would coordinate it with the County.

2. APPROVAL ACTION AND/OR DISCUSSION ITEMS:

c. Request for Approval of the Intergovernmental Contract between the NCRTD and the Rio Metro Transit District to Provide Funding for the NMDOT Commuter Rail Service Project (The RailRunner)

Ms. Lucero referred to the new contract with Rio Metro in the packets. The JPA worked on extensively last fall included DOT. In further discussions, they wanted a direct agreement so NCRTD agreed.

Mr. Basham explained the feeling of some people was that there was double taxation for the NCRTD and the Rail Runner. This agreement would address that issue. It would supersede the JPA.

Mr. Mortillaro said he didn't see the JPA mentioned and asked that they explicitly mention it.

Mr. Basham agreed and suggested that the added sentence in the last section read, "By adopting this agreement, the JPA xxx is hereby rescinded."

Mr. Bulthuis thought it was basically the same as last time.

Mr. Basham explained that it talked about Resolution 2008-11. In that resolution this Board agreed to give 86% to Santa Fe County and proposed was an agreement to provide 1/16 money. This one was different because it did not involve the NMDOT.

Mr. Bulthuis felt it was redundant.

Ms. Lucero said they were two different things.

Mr. Basham said Mr. Bulthuis was talking about the MOA that was voted down at the last meeting.

Mr. Bulthuis agreed and said he understood no contract was needed.

Mr. Basham clarified that this was needed for the state legislature. This was the way they preferred to take it to the legislature.

Mr. Mortillaro had similar questions when he first read it and tried to resolve that in his own mind. What made it comfortable for him was that the Rio Metro was not a member whereas Santa Fe County was. The question for him was if they were going to have agreements with each member. He was comfortable with this one because they were external to NCRTD membership.

Commissioner Coríz characterized it as one authority working with another authority. It was asking two authorities to come to an agreement. Santa Fe County had come here before for that MOA.

Mr. Basham said the Santa Fe County Commission adopted a resolution and NCRTD thereafter met and adopted it. Rio Metro was not part of that. That was the distinction.

Chairman Herrera, at one point, understood that the Board adopted a JPA and it was not signed by all parties. This agreement superseded that agreement and it became simpler. It eliminated one part and allowed NCRTD to just send the money to Rio Metro.

Mr. Basham agreed.

Mr. Valencia added that the insurance carrier would not include rail service in their policy with the Board.

Mr. Mortillaro moved to adopt the contract with the amendment. Commissioner Coríz seconded the motion. The motion passed by majority roll call vote with Española, Los Alamos, Rio Arriba, San Ildefonso, Ohkay Owingeh, Santa Clara and Tesuque voting in the affirmative and the City of Santa Fe and Santa Fe County voting in the negative. With the voting strength analysis, it was a vote of 12 in favor and 10 against.

d. Legislative Update

Mr. Valencia highlighted several items. A state transit fund was discussed and was to be introduced by Representative Bobby Gonzales from Taos and had a variety of co-sponsors. It was to increase vehicle excise tax by 1% and would raise $40 million. The bill would cover a wide range of public transportation needs including elderly and handicapped. It would have a set aside for administration through NMDOT. He assumed the referrals would be House Transportation and House Tax and looking for sponsorship in the Senate by Senator Cisneros and would go to Senate Corporations and Senate Transportation. There were apportionments in it for everyone here. He didn't have the apportionments with him but they would include RTDs, urban, elderly, tribal,

Mr. Mortillaro noted there was a similar bill last year and it went back to DOT.

Mr. Valencia said only about $150,000 would go to DOT for administration.

Mr. Valencia said HB 76 by introduced by Rep. Varela dealing with eligibility of RTD along with other subdivisions to take advantage of DFA's financing capability. It would allow the NCRTD to do financing for purchases.

Mr. Valencia went to the capital outlay requests which were very difficult this year unlike last year. He noted that they took receipt last week of all 5 buses that were appropriated from last year. This year the numbers were down greatly. He thought they might receive as much as $300,000 this year. Yesterday the legislature passed a reversionary clause so about $100 million of capital outlay would revert back.

Mr. Valencia said the last one was HB 2 and he believed they had support on this. The GRT taxation was not available until July and wouldn't get to them until October so they needed some help until then and needed an accounting system to track everything. They asked for $100,000 for an accounting software package to have that system in place for the transition and hoped for it in HB 2.

Mr. Harris said as of this morning, the bill would go from TRD to the counties and then to RTD. SB 501 would take the counties out as middle men and allow it to go directly from TRD to RTD.

Mr. Valencia said he would monitor that.

Mr. Valencia commented on the Transit Police bill (actually two bills). It would provide a for a multi jurisdictional police department for the Rail Runner, they were trying to get authority for transit police to be on the train and within the easements to have jurisdiction. They needed the right jurisdiction and empowerment.

e. Discussion of Economic Stimulus Efforts

Mr. Valencia briefly commented on the federal economic stimulus efforts. There were two pots of money - infrastructure money and transit money. Right now in Congress those were separate. The DOT wanted to know the capital needs. As they developed and implemented the service plan, one of the key elements was excluding and setting aside about $2.5 million annually for a facility.

In May 2007, they submitted a congressional request for a facility in northern New Mexico. Rio Arriba County set aside 140 acres they got in a land transfer with BLM. Our match was the land near Oñate memorial next to the DOT maintenance lot. They were working with DOT and he thanked DOT for the $100,000 planning grant last month. They were moving ahead with Rio Arriba County and the Solid Waste Authority on it.

This was in concept. There was land set aside for an elementary school, some for a park and ride area, and a shared area for RTD administrative offices, solid waste offices, and a shared maintenance facility. Rio Arriba County was also pursuing a recreation center on that land.

They also met with Santa Fe County regarding a facility at 599.

Commissioner Coríz added that the Española Public Schools had been at work on infrastructure costs and working with the solid waste authority. It was ongoing and he thought it would be ideal for NCRTD so he asked Mr. Valencia to come and get a consensus of the Board to move it forward. There was already a county commitment.

Ms. Lucero thanked DOT and the Secretary on it. They obviously had to have planning money for this and thanked them for it.

Mr. Valencia thanked Rio Arriba County for their $450,000 land match commitment. It was not a small commitment.

Mr. Mortillaro asked if the Santa Fe County facility was still in place.

Mr. Valencia said they just went operational two weeks ago. They had discussions with the superintendent out there that possibly some day they could have joint services there based on the equipment NCRTD had in that district. The discussions had not started yet but the potential was there.

Chairman Herrera thanked Rio Arriba County for their leadership in this area. It truly spoke to the collaboration of government entities. NCRTD and Solid Waste were not entirely separate but it spoke to the visionary attitude of Commissioners in Rio Arriba County.

The public turned to the NCRTD for those initiatives to explore avenues that were cost effective. In this case it was a prime example of sharing resources and it would provide a good central location.

Mr. Valencia included Española too. The NCRTD had use of 1.5 acres for a dollar a year until they got their permanent facility.

Chairman Herrera also thanked the DOT and the Santa Clara Corporation for their efforts for another initiative with park and ride in Española for enhancements to that facility that would take them well into the future. Their involvement would be at some time in the near future in developing our budget next year to have funds for lease of a facility as a drop off point in cooperation with DOT. The discussions had just gotten under way.

Mr. Valencia noted that one of the best contributions from Rio Arriba was that they had environmental assessments and geo assessments, so not only did they contribute 12 acres but also thousands of hours and dollars of assessments.

Councilor Tafoya thanked Rio Arriba County for getting the land and getting the assessments. Sometimes it takes years to complete those things so thanks to the County and their offices.

Commissioner Coríz added that Santa Clara and Ohkay Owingeh had also been very supportive and cooperative with those efforts. They have established a good working relationship that works here and elsewhere.

Mr. Campos noted that the roads were part of the stimulus. They were negotiating with BLM for another 20 acres south of it.

Councilor Romero was impressed with the accomplishments with BLM since- they usually made people go through many hoops.

Mr. Valencia said they were taking benefit from what had already been done. NCRTD was the beneficiary of all the work they had done.

Commissioner Coríz said it had taken over eight years to do.

Councilor Romero was impressed that Rio Arriba was able to get BLM to move that quickly.

f. Approval of Resolution 2009-01 Authorizing the NCRTD Executive Staff to Seek Support of the New Mexico Department of Transportation Commission of the NCRTD's Transit Capital Request and Transit Project Inclusion in President Obama's Economic Stimulus Bill

Mr. Valencia explained that 2009-01 was to support NMDOT's request for stimulus projects. The last time they brought road projects and in the future hopefully the transit projects. He hoped NCRTD's project would be part of it. The funding seemed to be increasing somewhat. Senator Bingaman added $14 million yesterday for added capital projects. The initial analysis was about $24 million for transit programs in the state. So it could be $24-40 million.

Councilor Romero moved to approve Resolution 2009-01. Commissioner Coríz seconded the motion and it passed by unanimous voice vote.

g. Subcommittee Appointments

Ms. Lucero explained the subcommittees would help staff and work with the Board so that when brought to the Board it would have already been discussed at that level. There were lots of issues with the tribes with the new monies. There was another $550,000 for tribal transit so they needed to sit down and discuss it.

For Finance & Personnel there were questions on future grants and questions on personnel that needed to be talked through there.

The Regional Coordinating and Consolidation Subcommittee would include working with Santa Fe Trails, the Rail Runner, etc.

For Marketing there was a need to market the second service plan; which routes should go first, etc.

She asked Chairman Herrera to put these together and he made appointments for them.

Chairman Herrera distributed the list of appointments to the subcommittees. He encouraged everyone to work through these and have meetings and once they worked with them, he would entertain tweaking of them.

h. Election of NCRTD Secretary/Treasurer

Ms. Lucero recalled that Councilor Gibson was temporary because the Los Alamos Council had chosen Michael Wismer to represent them on the NCRTD Board.

Chairman Herrera opened the floor for nominations

Councilor Gibson said Councilor Wismer had agreed to take that role if needed.

Mr. Mortillaro moved to elect Councilor Wismer by acclamation as Secretary/Treasurer. Commissioner Coríz seconded the motion and it passed by unanimous voice vote.

I. Executive Director Update Audit and Attorney RFP Selections

Ms. Lucero reported that they advertised for audit and attorney and received two proposals for each. From those proposals, they selected Mark Basham to be the attorney and Hinkle & Landers to be the auditor.

j. Executive Director Ridership Report

Ms. Trujillo shared the written ridership report.

Ms. Lucero noted that ridership was continuing to go up with a little decline in November and December. Overall it was up 158% over last year.

Ms. Trujillo added that these numbers were through December. January ended five days ago and info last night it was reconciled but was not included here> She said they continued to look strong.

k. Financial Report

Ms. Kaplan handed out the written financial report and would stand for questions.

Chairman Herrera apologized that it was not included in the packet. He invited members to make comments later to Ms. Lucero.

Ms. Kaplan said they were financially sound. They budgeted to break even and occasionally have had some cash left over at year end. There was still some clean up on 2008. That would soon be finished.

Chairman Herrera asked if they would be okay until the GRT revenue began.

Ms. Kaplan believed they would. They did have $500,000 from LA GRT as a revolving fund.

a. Discussion of Vehicle Inventory

Ms. Lucero said the five vehicles had been delivered. They were beautiful. There were pictures and routes in the printed report.

Ms. Trujillo reviewed the report and explained the details of the financials. It included the 5309 capital of $42,000 from DOT. They were working on that order now. The Española 5309 grant would pay for two vehicles. Each was about $45,000 base price. Lifts would be an additional cost. The shortage could be made up from fare box revenue. The balance of $41,000 would be used for replacement of vehicles. The next page showed the entire vehicle inventory. She explained the replacement strategy. They needed to replace three vehicles for which there was no funding yet.

Commissioner Montoya asked what the delay was in getting them on the road.

Ms. Trujillo said they wanted to coordinate the maiden voyage for press and board members. They wanted press to cover the rides of board members. We would schedule it around the Board members' schedule. She added that they needed to have radios installed so they had to coordination with A-1 Communications and to receive the gas cards and get them registered on the insurance policies and conduct training for the drivers.

She explained that the new buses were needed because ridership had outgrown the capacity of the existing vehicles and they have had to turn down riders each week.

Commissioner Montoya suggested using the backup funding to replace the three needing to be replaced.

b. Update on Memorandum of Agreement between the City of Moriarty and the NCRTD

Mr. Guillen reported on his negotiations with Moriarty City Council and the extension of the Eldorado Express. The Council was very receptive and voted unanimously to renew the lease to allow NCRTD to operate and use their park and ride lot until June 30th.

Councilor Romero said the City of Santa Fe committed to have this work through the RPA.

Mr. Basham asked if the City would have one or two representatives to the RPA.

Councilor Romero said it would be one.

l. Board Retreat Ground Rules

Mr. Carl Moore and Ms. Jesse Warren were the facilitators for the Board Retreat in the afternoon. They were introduced to the Board.

Mr. Valencia did a roll call to see who would be present at the retreat. Everyone from the business meeting except San Ildefonso and Ohkay Owingeh agreed to participate in the retreat. Since it would constitute a quorum, the stenographer agreed to record the proceedings of the retreat.

The notes from the retreat were incorporated into a separate document.

Mr. Moore first dealt with assumptions for the retreat process.

Some members wanted to have the retreats (four in number) take place on the afternoon of the Board meetings. Some others felt they could not be away from their responsibilities for a full day. A compromise was suggested to start the business meetings at 8:30 and go until 1:30 p.m. including the retreat work.

The goal was to have as many people participating as possible.

Having the topics or agenda for the retreat sent out prior to the meeting day was an important priority so that participants could come prepared.

The Board agreed that using the voting strength analysis for retreat decisions was not desirable and if something needed formal action, such decisions would be referred back to the next Board meeting for consideration. They agreed that the participants should exhibit professional respect for each other.

3. MISCELLANEOUS

Councilor Gibson thanked the Board for the warm welcome to him in December and appreciated the Board's indulgence as they juggled things around and also their confidence in him and Councilor Wismer as an officer.

Commissioner Montoya requested that in addition to the ridership report, they receive a cost analysis on the routes.

The Board discussed some of the difficulties in producing such a report and decided that the Eldorado route analysis would suffice.

Mr. Mortillaro proposed including some benchmarks from the industry to help them compare with other systems.

Councilor Romero suggested putting that on a subcommittee.

4. NEXT BOARD MEETING: FRIDAY, MARCH 6, 2009

Chairman Herrera said the meeting schedule was the first Friday of each month.

Chairman Herrera declared the business meeting to be recessed with adjournment to follow the retreat.

RETREAT SESSION

Mr. Moore began by having each person introduce themselves and provide a brief background of whom they were, noting that working together was easier when everyone knew each other better.

Mr. Moore next talked about Mission. The participants shared their perspectives

Mission:

Various comments focused on providing seamless, dependable, accessible, affordable public transportation among the communities in the four county area to improve and enhance the quality of life for all residents. After further discussion, Councilor Romero and Mr. Mortillaro agreed to work on it further.

The discussion next turned to the role of the Board and role of staff.

Ms. Warren used a diagram to show the overlapping areas of responsibility among the Executive Director, the Board and the staff. During the discussion, Ms. Warren added tasks in each of the overlapping circles and they were moved about as participants discussed them further.

At the end of the discussion, Ms. Warren had placed the responsibilities in the appropriate circles and agreed to share it with everyone.

Mr. Moore said a topic for a future session would be how to communicate.

At 3:00, Mr. Moore said he and Ms. Warren would meet with the Chair and Executive Director prior to March 6 and would come with a plan for the three remaining sessions. They would also provide a hard copy of the vision statement as worked out by Mr. Mortillaro and Councilor Romero.

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5. ADJOURN

Having completed the agenda and with no further business to come before the Board, the meeting was adjourned at 3:06 p.m.

Approved by:

Alfred Herrera, Chairman

Attest:

Michael Wismer, Secretary/Treasurer

Minutes submitted by Carl Boaz, Stenographer